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20 March 1986

MEMORANDUM FOR: Deputy Director for Administration

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FROM: [REDACTED]

Acting Director of Logistics

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SUBJECT: Report of Significant Logistics Activities for  
the Period Ending 19 March 1986 [REDACTED]1. Events of Major Interest That Have Occurred During the  
Preceding Week:

\* a. OL reports that the design and schematic drawings for the renovation of space in 6E and 6F corridors of the Headquarters Building for the DI and DO components of the Counterterrorist Center (CTC) are scheduled to be delivered to Dicon (A&E firm) this week. Contract drawings and specifications are due back from Dicon by 27 March. This phase is one of the steps in a multiphased project which is scheduled to be completed 1 August.

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Another renovation project for the CTC is to take place in the 6E corridor of the Headquarters Building for the DI. This renovation involves minor partition work and associated telephone and electrical installations, which is projected to begin 31 March and scheduled for completion on 13 April. [REDACTED]

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\* b. On 14 March, Science Applications International Corporation presented its findings on the asbestos problem in the Headquarters Building to representatives from the Facilities Management Division, OL, the Safety Staff, OMS, and Allied Eastern Maintenance Corporation. Should funds become available, the kitchen fanroom area was recommended as the first area to start asbestos removal. The Safety Staff is to submit paperwork to begin the program of cleaning up all the areas identified, which is subject to the availability of funds. [REDACTED]

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e. Two representatives from OL's Printing and Photography Division were called in on Saturday, 15 March, to work on two high priority jobs for the Office of Current Production and Analytic Support, DI, for completion by Monday, 17 March at 0730 hours. [REDACTED]

\* f. A brochure for the Office of Training and Education (OT&E) entitled Training for Intelligence has been completed by OL. The design, coupled with the high-quality color printing, has earned the compliment of the Director, OT&E. About six other recruitment brochures are currently in the process of being produced. An Office of Security recruitment brochure will be completed during the week of 24 March. [REDACTED]

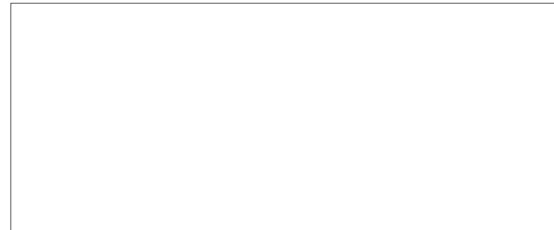
\* h. A representative from OL met with Mr. Harold Vogel, a sculptor/artist employed by Wood and Stone, Incorporated, on 14 March to discuss the memorial plaque project. Mr. Vogel was advised that this project, although unclassified, was considered somewhat sensitive. The purpose of the memorial plaque is to honor non-Agency people who have died in the line of duty supporting the Agency's mission. The planned location of the finished project is the main entrance foyer of the existing Headquarters Building. Mr. Vogel was asked to provide design ideas and recommendations concerning the medium to be used, the inscription, size, location and symbology appropriate to the design. Based upon this meeting, the artist will work up some samples and prepare an artistic proposal and an associated cost estimate, which he will present in approximately 30 days for the Agency's consideration. [REDACTED]

S E C R E T

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2. Significant Events Anticipated During the Coming Week:

25X1 The Director of Logistics will return on 21 March  
25X1 from the OL Conference in [redacted] for OL personnel  
stationed in Europe and the Middle East. [redacted]



HEADQUARTERS OPERATIONS, MAINTENANCE  
AND ENGINEERING DIVISION, OL  
WEEKLY REPORT PERIOD ENDING 19 MARCH 1986

1-A

1. Events of Major Interest That Have Occurred During the Preceding Week:

*OL reports that the*

a. *Design and schematic drawings for the DDI and DDO components of* design and schematic drawings for the Counterterrorist Center

(CTC) renovations in 6E and 6F corridors are scheduled to be delivered to Dicon this week. *These areas will house various components of the CTC from both the Intelligence and Operations Directorates.* Contract drawings and specifications are due back from Dicon by 27 March 1986. This phase is one of the steps in a multiphased project which is scheduled to be completed 1 August 1986.

*for the renovation of space in 6E and 6F corridors of Headquarters Building*

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b. Another of the CTC phases involves renovation of the 6E corridor for the DDI. This renovation involves minor partition work and associated telephone and electrical installations, which is projected to begin 31 March 1986 and is scheduled for completion on 13 April 1986.

*project for the CTC is to take place in*

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c. On 14 March 1986, Science Applications International Corporation presented its findings on identifying asbestos in the Headquarters building to representatives from the Headquarters Operations, Maintenance and Engineering Division, the Safety Staff, and Allied Maintenance Corporation. Should funds become available, the kitchen fan room area was recommended as the first area to start asbestos removal. The Safety Staff is to submit paperwork to begin the program of cleaning up all the areas identified, which is subject to the availability of funds.

1-B

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2. Significant Events Anticipated During the Coming Week:

None

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Deputy Chief  
Headquarters Operations, Maintenance  
and Engineering Division, OL

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WEEKLY REPORT FOR SUPPLY DIVISION FOR PERIOD  
ENDING 19 MARCH 1986

1. Progress Report on Tasks Assigned by the DCI/DDCI:

None.

2. Items or Events of Major Interest that have Occurred During  
the Preceding Week:

1-C

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b. Supply Management Branch, Supply Division, was contacted by Chief Logistics, Office of Information Technology, Domestic Network Group (OIT/DNG), with a request to assist in purging items, considered excess or obsolete to their requirements, from [redacted] These items, when identified, will either be placed on the Agency excess list or transferred directly to General Services Administration for future utilization. [redacted]

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c. Supply Management Branch, Supply Division, researched a status request for an Office of Sigint Operations' (OSO) requisition with Honeywell. The contractor claimed the order was complete, but OSO had not received a key item. Honeywell supplied proof of delivery, but when this proof was received at [redacted] it showed receipt of a different item. With the help of a General Procurement negotiator, Honeywell agreed to supply the missing item. [redacted]

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NO f. Supply Management Branch, Supply Division has been  
tasked by Operations Support Branch (OSB), Supply Division, to  
provide a dollar figure for one year's expenditures for  
commodity class "7110" furniture. The information  
(\$7,063,648.00) has been forwarded to C/OSB.

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3. Significant Events Anticipated During the Coming Week:

None.

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INFORMATION AND MANAGEMENT SUPPORT STAFF  
WEEKLY REPORT FOR PERIOD ENDING 19 MARCH 1986

1. Progress Report on Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. DAS

(1) CONIF reports that there are continuing problems with the payment of vendors via electronic funds transfer (EFT). The problems are surfaced by negotiators who reflect vendor unhappiness with inaccurate account information and the unannounced implementation of a procedure unwanted in the first place.

(2) [redacted] has been cleared of DAS/TG materiel. The materiel (new DAC furniture and LOCS PC equipment) was placed in lot storage, 13 March.

B. Regulations

(1) IMSS actions on regulations included the following:

LN 20-99-17, "Announcement of Acting Director of Logistics," forwarded to C/OC/OL-ISC.

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